

Browning Public Schools  
**Board Agenda Request**  
Meeting To Be Held: February 13, 2018



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**Recognition:**    Students                       Staff                       Parents  
**Information:**    Building Report                       Old Business                       Superintendent's Report  
**Action:**    Resignations                       Hiring                       Contract Service Agreements  
                     Travel Out-of-State                       Travel In State                       Approvals  
                     Termination                       Legal Matters                       Other:  
                    This action request pertains to  Elementary (only)                       High School/District Wide

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**Date:**   February 6, 2018

**To:**   Corrina Guardipee-Hall  
                    Superintendent of Schools

**From:**   Emorie Davis Bird  
**Title:**   Director of Human Resources

**Subject: Hiring: Health Enhancement/PE Teacher - BMS**

**Description:** Dennis Juneau, Middle School Principal, would like to recommend the following individual for hire for the 2017-2018 school year:

✚ Kylie Black, Health Enhancement/Physical Education Teacher, Middle School, (BA/3), \$15,588.00 (pro-rated)

**Financial Impact:** Certified Master Contract

**Attachment(s):** Hiring Selection Report

**Superintendent Action:**    Approved  Denied     Deferred    Initial & date: \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Board Action:**    N/A (Info)     Approved     Denied     Tabled to:



## Browning Public Schools Hiring Selection Report

Position <b>Health Enhancement/Physical Education Teacher</b>		Applicant Recommended <b>Kylie Black</b>	
Department/Location <b>Middle School</b>		Supervisor <b>Dennis J. Juneau</b>	
Type of Position <b>Certified</b>	Starting Date <b>2/15/2017</b>	Term <b>2017-2018 School Year</b>	

<b>Recruiting</b>	Date Posted: 1/26/2018	Closing Date: N/A
<p>Comments: No interview needed per district policy #5120: <b>Selection Process, section C.</b> Exceptions: The competitive selection process may be unnecessary in the following circumstances:</p> <p>A. Coaches and sponsors having preference as provided under the above section, Preferences, paragraph 3(A).          B. <b>Only one applicant is qualified and meets eligibility requirements and further recruiting is impractical.</b>          C. The work applicant is part of a general pool of temporary workers including substitutes from which supervisors may select and employ as needed. This exception does not apply to temporary employees or short-term workers to be hired for summer work.          D. The superintendent is directed to establish and implement procedures to carry out this policy.</p>		

Applicants Name (Alphabetical by Last Name)	Date Application Received	Minimum Requirements Met?	Date Interviewed
Black, Kylie	1/29/2018	Yes	N/A

Interview Committee	Title	Name	Title
N/A			

**Recommendation:** Kylie is a good communicator with parents, students and staff. She can provide all needed services and meet all necessary requirements for the HPE position. Kylie is also an experienced classroom teacher and is fully capable of implementing the BMS Instructional Framework in the Health classroom and gymnasium.

Pre-Employment Requirements	Date Initiated	Completed? (Y)es (N)o	Results Received (Negative = OK)
Drug test	On file	yes	Ok
Criminal background check	on file	yes	Ok
TB documentation	on file	yes	Ok

Salary: \$15,588.00 (pro-rated from \$39,932.00)      Placement: BA/3      Contract Days: 73 days

Prepared by:     Sherie Blue          Date 2/6/18      Approved by: \_\_\_\_\_      Date: \_\_\_\_\_